



CITY OF BARABOO COMMON COUNCIL AGENDA

Council Chambers, 101 South Blvd., Baraboo, Wisconsin

Tuesday, August 23, 2022, 7:00 P.M.

Regular meeting of the City of Baraboo Common Council, Mayor Nelson presiding.

Notices Sent To Council Members: Wedekind, Kolb, Hazard, Kent, Petty, Ellington, Sloan, Kierzek, and Thurow

Notices Sent To City Staff, Media And Other Interested Parties: City Administrator Bradley, CDA Dir. Cannon, Clerk Zeman, DPW Dir/Engineer Pinion, Finance Dir. Ostrander, Fire Chief Stieve, EMS Chief Johnson, Library Dir. Bergin, Parks & Rec. Dir. Hardy, Interim Police Chief Sinden, Street Super. Gilman, Utility Super. Peterson, Treasurer Laux, Baraboo News Republic, WBDL, 99.7FM, *Tom Clark, Steve Pointon, Ernest Finklea, Catherine Finger*

1. CALL TO ORDER

2. ROLL CALL AND PLEDGE OF ALLEGIANCE

3. APPROVAL OF PREVIOUS MINUTES (*Voice Vote*): August 9, 2022

4. APPROVAL OF AGENDA (*Voice Vote*)

5. COMPLIANCE WITH OPEN MEETING LAW NOTED

6. PRESENTATIONS

None.

7. PUBLIC HEARINGS

The Mayor announces that this is the published date and time to hear public comment concerning proposed new sidewalks and the levying of assessments against benefited properties on portions of Mine Road (between Walnut & Silver), Silver Drive (between Mine & Parkside), Badger Drive (from Hitchcock to the east), and Russell Street (from Rachel to Lynn). New curb & gutter is planned where no curb & gutter exists for Oak Street (between 15th and Monroe).

8. PUBLIC INVITED TO SPEAK (*Any citizen has the right to speak on any item of business that is on the agenda for Council action if recognized by the presiding officer.*)

9. MAYOR'S BUSINESS –

- The next public input session for the Campbell Park master plan is Wednesday, August 24 from 5:30 p.m. to 7:00 p.m. at the Civic Center, 124 2nd Street.
- City Offices will be closed on Monday, September 5th in observance of the Labor Day Holiday.
- Recognize Tom Clark on his retirement from the Fire Department. Congratulations Tom!
- Recognize Steve Pointon on his retirement as a Paid-Per-Call Firefighter. Congratulations Steve!
- Baraboo Police Department Interim Police Chief Rob Sinden will conduct a Badge Pinning of Chaplains Ernest Finklea and Catherine Finger.

10. CONSENT AGENDA (*Roll Call*)

CA-1...Approve the accounts payable to be paid in the amount of \$_____.

11. ORDINANCES ON 2ND READING

None.

12. **NEW BUSINESS – RESOLUTIONS**

NBR-1...Consider approving final resolution for levying sidewalk special assessments for properties on Mine Road, Silver Drive, Badger Drive, and Russell Street and for levying curb & gutter special assessments on Oak Street. (*Pinion*)

13. **NEW BUSINESS ORDINANCES**

None.

14. **COMMITTEE OF THE WHOLE**

Moved by _____, seconded by _____, to enter Committee of the Whole to discuss the Strategic Plan Implementation process.

Moved by _____, seconded by _____, to rise and report from Committee of the Whole and return to regular session. (*Roll Call*)

15. **ADMINISTRATOR AND COUNCIL COMMENTS** (*Comments are limited to recognition of City residents and employees, memorials, and non-political community events; discussion of matters related to government business is prohibited.*)

16. **REPORTS, PETITIONS, AND CORRESPONDENCE** The City acknowledges receipt and distribution of the following:

- **Reports:** July, 2022 – Treasurer Report

- **Minutes from the Following Meetings:**

Copies of these meeting minutes are included in your packet:

Finance.....	7-26-2022	BEDC.....	6-2-2022
UW Campus.....	7-21-2022	BID.....	7-20-2022

Copies of these meeting minutes are on file in the Clerk's office:

Park & Recreation.....	7-11-2022	Library.....	6-14-2022, 8-9-2022
PFC.....	7-18-2022, 7-22-2022, 8-1-2022		

- **Petitions and Correspondence Being Referred:**

17. **CLOSED SESSION**

Moved by _____, seconded by _____, to go into Closed Session. The Mayor will announce that the Council will go into Closed Session Pursuant to §19.85(1)(e), Wis. Stat., to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. (Update for Fire/EMS Station(s))

18. **OPEN SESSION**

Moved by _____, seconded by _____, to return to Open Session. The Mayor will announce that the Council will return to Open Session as per §19.85(2), Wis. Stats., to address any business that may be the result of discussions conducted in Closed Session.

19. **ADJOURNMENT** (*Voice Vote*)

Brenda Zeman, City Clerk

For more information about the City of Baraboo, visit our website at www.cityofbaraboo.com

August 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
21	22	23	24	25	26	27
		Finance Council	Ambulance	Public Arts EM Mgmt.		
28	29	30	31	1	2	3
	Public Safety					

September 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	31	1	2	3
4	5	6	7	8	9	10
	Labor Day City Offices CLOSED	CDA Administrative		BEDC		
11	12	13	14	15	16	17
	Park & Rec	Finance Council		UW Campus		
18	19	20	21	22	23	24
	PFC	Plan Library	Ambulance BID	Public Arts EM Mgmt.		
25	26	27	28	29	30	1
	Public Safety	Finance Council				

PLEASE TAKE NOTICE - Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires the meeting or materials at the meeting to be in an accessible location or format should contact the City Clerk at 101 South Blvd., Baraboo WI or phone (608) 355-2700 during regular business hours at least 48 hours before the meeting so reasonable arrangements can be made to accommodate each request.

**Council Chambers, Municipal Building, Baraboo, Wisconsin
Tuesday, August 9, 2022 – 7:00 p.m.**

Mayor Nelson called the regular meeting of Council to order.

Roll call was taken.

Council Members Present: Wedekind, Kolb, Hazard, Kent, Petty, Ellington, Sloan, Kierzek, Thurow

Council Members Absent:

Others Present: Interim Chief Sinden, Treasurer Laux, Adm. Bradley, J. Ostrander, T. Pinion, P. Cannon, members of the press and others.

The Pledge of Allegiance was given.

Moved by Ellington, seconded by Wedekind and carried to approve the minutes of July 26, 2022.

Moved by Thurow, seconded by Petty and carried to approve the agenda.

Compliance with the Open Meeting Law was noted.

PRESENTATIONS

Kristen Fish-Peterson with Redevelopment Resources presented the Strategic Plan.

PUBLIC HEARINGS – None Scheduled.

PUBLIC INVITED TO SPEAK – No one spoke.

MAYOR'S BUSINESS

- The Mayor congratulated the following staff on their anniversaries with the City:
 - Joe Briggs, Civic Center Maintenance – 25 years
 - Donna Griggel, Administration – 15 years
- Special Council meeting on August 16, 2022 at 7:00pm
- August 9th, 2022 is Election Day and polls are open until 8:00pm. All City of Baraboo residents vote at the Civic Center.
- The Police and Fire Commission will conduct a public listening session regarding the hiring of a new Chief of Police at City Hall on Wednesday, August 17th, 2022 from 6:00pm to 7:30pm.

CONSENT AGENDA

Resolution No. 22-75

THAT the Accounts Payable, in the amount of \$1,579,732.96 as recommended for payment by the Finance/Personnel Committee, be allowed and ordered paid.

Resolution No. 22-76

THAT the “Schedule for Successor of Agent” forms submitted by Kwik Trip, Inc. appointing Cody Sayles as the new agent for store #855 and Riley Kay Roberts as the new agent for store #657 be approved. The City Clerk is authorized to re-issue the liquor license for Kwik Trip #855 including Cody Sayles as the agent and Kwik Trip #657 including Riley Kay Roberts as the agent.

Resolution No. 22-77

THAT the City Clerk be authorized to issue the following Picnic Licenses:

- Baraboo Area Chamber of Commerce Oktoberfest, 9-24-2022

Moved by Petty, seconded by Ellington and carried that the Consent Agenda be approved-9 ayes.

ORDINANCES ON 2ND READING

Moved by Ellington, seconded by Thurow and carried unanimously to approve the 2nd reading of **Ordinance No. 2599** amending §7.09(16) of the City's Municipal Code relating to Reserved Parking for Officials

NEW BUSINESS - RESOLUTIONS**Resolution No. 22-78**

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

That the City resolves to draw \$821,265.34 from the line of credit with the Baraboo State Bank on Wednesday August 10th, 2022.

Moved by Ellington, seconded by Wedekind and carried that **Resolution No. 22-78** be approved-9 ayes.

Resolution No. 22-79

**RESOLUTION AUTHORIZING THE PARTIAL REDEMPTION OF
CERTAIN OUTSTANDING GENERAL OBLIGATION BONDS**

WHEREAS, the City of Baraboo, Sauk County, Wisconsin (the "City") has outstanding the following bonds:

- General Obligation Refunding Bonds, Series 2012A, dated April 19, 2012 (the "2012A Bonds");
- Taxable General Obligation Refunding Bonds, Series 2013A, dated March 6, 2013 (the "2013A Bonds"); and
- General Obligation Refunding Bonds, Series 2014A, dated August 12, 2014 (the "2014A Bonds");

WHEREAS, the Common Council has determined that it is necessary and desirable to prepay the portions of the outstanding 2012A Bonds, 2013A Bonds and 2014A Bonds that are attributable to tax incremental districts ("TIDs") with increment from such TIDs; and

WHEREAS, the portions of the above referenced obligations attributable to the TIDs to be prepaid (collectively, the "Prepaid Bonds") are further described below as:

- with respect to the 2012A Bonds: \$180,000 of the 2023 maturity, \$95,000 of the 2024 maturity, \$95,000 of the 2025 maturity and \$95,000 of the 2026 maturity;
- with respect to the 2013A Bonds: \$150,000 of the 2023 maturity and the entirety of the 2024 through 2026 maturities; and
- with respect to the 2014A Bonds: \$130,000 of the 2023 maturity, \$135,000 of the 2024 maturity, \$35,000 of the 2025 maturity, \$40,000 of the 2026 maturity, \$50,000 of the 2027 maturity and \$60,000 of the 2028 maturity;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City that the Prepaid Bonds are called for prior payment on September 15, 2022 at the price of par plus accrued interest to the date of redemption.

The City hereby directs the City Clerk to cause timely notice of redemption, in substantially

the forms attached hereto as Exhibits A, B and C and incorporated herein by this reference (collectively, the "Notices"), to be provided at the times, to the parties and in the manner set forth on the Notices.

Adopted, approved and recorded August 9, 2022.

Moved by Thurow, seconded by Petty and carried that **Resolution No. 22-79** be approved-9 ayes.

Resolution No. 22-80

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

THAT the City Clerk be authorized to issue the following Liquor Licenses:

- Class "B" Fermented Malt Beverage and a "Class C" Wine License for TB's Broadway Diner, LLC, 304 Broadway St.

Moved by Sloan, seconded by Petty and carried that **Resolution No.22-80** be approved-9 ayes.

COMMITTEE OF THE WHOLE

Moved by Ellington, seconded by Sloan, to enter Committee of the Whole to establish 2023 budget guidelines.

Adm. Bradley noted that for the start of the 2023 budget, the departments made their recommended cuts. Each department met or exceeded their recommended cuts. Wisconsin Retirement has increased for 2023, we will see a cost increase of .3% for General Employees and 1.2% for Protected Employees. As for wages and COLA, as of now, the Social Security Cost of Living Allowance which is being projected at 10.5%; we are going to try focusing on a COLA even if it removes step increases and merits. The numbers have not yet been provided for health insurance; we are estimating an increase of 4%. As for revenues, we did nearly double our net new construction. This year we are expecting a little over \$72,000.

Council reviewed the proposed budget timeline.

Moved by Wedekind, seconded by Kolb, to rise and report from Committee of the Whole and return to regular session.

ADMINISTRATOR AND COUNCIL COMMENTS

There was discussion on moving the next Finance/Personnel Committee meeting to Tuesday, August 16th. Staff will follow up with this.

REPORTS, PETITIONS, AND CORRESPONDENCE

The City officially acknowledges receipt and distribution of the following:

- **Reports:** July, 2022 – Fire Department
- **Minutes from the Following Meetings:**

Finance/Personnel Committee–Dennis Thurow Committee Room, #205

July 12, 2022

Members Present: Sloan, Kent, Petty

Absent:

Others Present: Mayor Nelson, Adm. Bradley, Clerk Zeman, J. Ostrander, Seth Meise

Call to Order –Ald. Sloan called the meeting to order at 6:00p.m. noting compliance with the Open Meeting Law.

Moved by Kent, seconded by Petty to approve the minutes of June 28, 2022. Motion carried unanimously. Moved by

Petty, seconded by Kent to approve the agenda. Motion carried unanimously.

Action Items

- a) **Accounts Payable** – Moved by Petty, seconded by Kent to recommend to Council approval of the accounts payable for **\$668,447.95**. Motion carried unanimously.
- b) **Expansion of TID #8** – The Committee reviewed the map showing the expansion of TID #8. This expansion, and amended project plan, will allow for TID funds to be used for the Bowden (Southside) Development, reimbursement up to \$2M. By using TID #6 revenue to pay off TID #8, plus the little bit collected from TID #8 over the remainder of its life, that will accumulate to a little over \$2M and that will be what is used for reimbursement for the Bowden Development. The last expenses for this TID #8 must be incurred prior to 2027; the TID is scheduled to close 2040. Because this TID is amended prior to September 30th, it goes back to January 1st, 2022. Moved by Kent, seconded by Petty to recommend to Common Council to approve the “Resolution Approving an Amendment to the Project Plan and Boundaries of Tax Incremental District #8”. Motion carried unanimously.
- c) **Expansion of TID #11** – The Committee reviewed the map showing the expansion of TID #11. It was noted that TID #11 was an exact overlay of TID #7. Adm. Bradley explained that we have received a request to amend this TID for various projects. He is anticipating \$75M worth of projects in this TID. Moved by Petty, seconded by Kent to recommend to Common Council to approve the “Resolution Approving an Amendment to the Project Plan and Boundaries of Tax Incremental District #11”. Motion carried unanimously.
- d) **Development Agreement** – Adm. Bradley presented the Development Agreement with KMD, LLC. They are not asking for incentives; the only request of the City is to upgrade Waldo. All roads internally will be owned and maintained by the developer as part of the condo association. They are asking that we take ownership of the water and sewer; they will provide the easements and stormwater facility. This will also include a park, walking path, and clubhouse as part of the condo association; these will be for use by the condo association only. Moved by Petty, seconded by Kent to approve the amended Development Agreement with KMD, LLC. Amendments are as follows:

2.1 Improvements

(c) Developer shall promptly pay for all City impact fees. As additional consideration to developer for this Agreement and as long as no Default exists under the Agreement, the City agrees to defer the due date for the payment of impact fees to on or before thirty (30) calendar days after the earlier of Developer receiving: (i) a certificate of occupancy for each of the duplex buildings, or (ii) a certificate of substantial completion from Developer’s architect for the Project related to each three-unit condominium buildings on the Property.

Exhibit B

a. Streets

Developer shall grade and surface streets within the Property for the Project, street design shall be reviewed by the City Engineer. **All streets will be private.**
Motion carried unanimously.

Discussion Items:

- Purchasing Policy - No discussion took place. This will be placed on the July 26, 2022 Finance/Personnel Committee agenda.

Adjournment – Moved by Kent, seconded by Petty and carried to adjourn at 6:46pm.

Administrative Committee

July 05, 2022

Present: Alderpersons Kathleen Thurow, Heather Kierzek, Bryant Hazard

Absent: None.

Also Present: City Clerk Brenda Zeman, Finance Director Julie Ostrander, Interim Police Chief Rob Sinden

Citizen Present: None

The meeting was called to order by Chairman Kathleen Thurow at 8:00am, with roll call and noting compliance with the Open Meetings Law.

Motion by Hazard second by Kierzek to approve the June 20, 2022, minutes.

Motion by Kierzek seconded by Hazard to approve the agenda. Motion carried unanimously

Action Items:

- a) Review and recommendation to the Common Council the updated Title VI Policy.

Finance Director Ostrander highlighted the items Mayor Nelson identified for correction. Pages 2 and 7 were missing commas in the text. Page 2 needed changes to responsibilities for developing the plan as Cheryl Giese and 2017 as updated by Brenda Zeman. Page 4 was missing the word “the”. Appendix 7 the Council’s demographic table was eliminated because they are elected. The section relates to non-elected citizens remains and encourages minority participation for non-elected boards.

Motion by Kierzek, seconded by Hazard for recommendation to the Common Council the updated Title VI Policy.

Motion carried unanimously

Informational Items

- a) Date and time for next meeting: Tuesday, August 2, 2022, at 8:00AM

Motion to adjourn by Hazard, seconded by Kierzek at 8:04AM and unanimously carried.

Minutes of the Public Safety Committee Meeting**June 27, 2022**

Members Present: Phil Wedekind, Tom Kolb and John Ellington. **Others Present:** Lt. Ryan Labroschian, Tom Pinion, Tony Gilman, Wade Peterson, Heather Kierzek, Jeff Spencer, and Kris Denzer.

Call to Order - Committee Tom Kolb called the meeting to order at 1:00 P.M. at Baraboo City Service Center. Compliance with the Open Meeting Law was noted. It was moved by Wedekind, seconded by Ellington to approve the agenda as posted. Motion carried unanimously. It was moved by Ellington, seconded by Wedekind to approve the minutes of the May 23, 2022 meeting. Motion carried.

Public Invited To Speak (*Any citizen has the right to speak on any item of business that is on the agenda for this meeting if recognized by the presiding officer.*) – There were no speakers.

Action Items

- a. Review and recommend approval of the WRRF’s 2021 Compliance Maintenance Annual Report – The Utility again did a fantastic job, with a great Annual Report. It was moved by Ellington, seconded by Wedekind to approve the WRRF’s 2021 Compliance Maintenance Annual Report as presented. Motion carried unanimously.
- b. Review and recommend approval of a draft Well Head Protection Ordinance – Peterson presented the background. He said that the DNR has signed off on it. He said that it is adding some language to our Ordinance. He said that it protects the area around each well. It was moved by Wedekind, seconded by Ellington to recommend approval of the Well Head Protection Ordinance as presented. Motion carried unanimously.
- c. Review and recommend reducing the speed limit on CTH T (Taft Avenue) from Man Mound Road to 12th Street from 45 mph to 35 mph – Pinion presented the background to the Committee. He said Alderperson Kierzek has received a number of requests to reduce the speed limit, and Interim Police Chief Sindén would support reducing the speed limit 100%. It was moved by Ellington, seconded by Wedekind to recommend reducing the speed limit on CTH T (Taft Avenue) from Man Mound Road to 12th Street from 45 mph to 35 mph. Motion carried unanimously.
- d. Revise and recommend a parking restriction on the west side of Jefferson Street, south of 14th Street – Pinion said staff received a complaint about parking on the west side of Jefferson Street, along Dental Associates office Building, citing concerns about the lack of visibility of northbound traffic on Jefferson from eastbound traffic on 14th Street. He then said that he stumbled across a provision in the Ordinance that allows angle parking on the east side of Jefferson Street, 98’ south of 14th Street. Pinion felt the few vehicles that would be inconvenienced with eliminating the parking would be able to park in the parking lot across 14th Street. Kolb said that there is also the issue of angle parking on the east side of Jefferson Street, 14th to point 98’ south. He also said that between 11th

Street and a point 150' feet north of 11th Street should be kept; however, the stalls need to be striped. Kolb then said that angle parking is allowed between 8th Street and a point 117 feet south of 8th Street, he feels this should be eliminated. The Committee agreed. It was moved by Wedekind, seconded by Ellington to recommend to eliminate parking on the west side of Jefferson Street, south of 14th Street to 12th Street, east side of Jefferson Street between 14th Street and a point 98 feet south of 14th Street, and on Jefferson Street between 8th Street and a point 117 feet south of 8th Street. Motion carried unanimously.

- e. Review and recommend removing the angle parking provision from Section 7.09(2)(k) for the east side of Jefferson Street, south of 14th Street – Motion was made along with Item B.
- f. Review and approval of monthly Billing Adjustments/Credits for Sewer and Water Customers for April – It was moved by Ellington, seconded by Wedekind to approve monthly adjustments as presented. Motion carried unanimously.

Information Items – None

Reports

- a. Utility Superintendent's Report
 - i. Staffing Updates – No report.
 - ii. Project Updates – Peterson said that the language has been agreed on for West Baraboo Agreement and should be finalized soon. He said that four of the 15 lead services are complete. Peterson said that the last of biosolids has been spread, one farmer wanted to wait until he cut his first crop hay. Crew has completed 95% of this year's sewer cleaning. He said that they have run into some issues with broken pipes. He said the contractor for sewer main lining has completed what was scheduled for this year. Two lines on 11th Street were addressed. Peterson said that the contractor has completed about 60% of the television and several mains were discovered that need urgent attention. He said most of the mains will be able to be addressed with our own crews, but time has not allowed. He said the old 36" concrete line on Barker needs a full replacement, Allen Steele is scheduled to complete it in mid-July. Utility crew has completed 70% of the hydrant and valve maintenance. County A tower has started, hopefully early August it will be back on-line. He said that he has been receiving a higher-than-normal number complaints about black water. The manganese level from Well #6 is high so the well was taken out of service.
- b. Street Superintendent's Report
 - i. Staffing Updates – Staffing levels remain at 14, operating with 7:00 start 5-days per week.
 - ii. Activity Report – Gilman said alley reconstruction has begun with the 2/3 Alley – Birch to West and the 2/3 alley Center to Summit. Paving is tentatively scheduled for Mid-July. Crew will move to the 5/6 Wheeler to Camp alley. Gilman said that Department will have a stronger involvement with the Big Top Parade. He said the Department is assisting with the remaining few utility dig restorations as needed. Brush collection was then discussed. He said that the Refuse/Recycle RFP is being worked on.
 - iii. Project Updates – No report.
- c. Interim Police Chief's Report
 - i. Staffing Updates – No change, still down two officers and one administrative assistant position.
 - ii. Case/Response Update – Labroschian said all reports were included in the packet. He said that the year-to-date, it may appear that they are down 3.5% which seems good; however, the types of cases and severity of cases being investigated are up. Labroschian said that the Circus Parade went great, the DPW was complimented.
- d. Fire Chief's Report
 - i. Monthly Incident Report – No Report

ADJOURNMENT – It was moved by Ellington, seconded by Wedekind to adjourn at 1:38 p.m. Motion carried.

Baraboo BID Meeting Minutes

6/22/2022

Present:

Members: S. Fay, B. Mcdaniel, A Killgallon, K. Thurow, D Marshall, T Sefkar, T. Wickus

Absent:

Members: B. Stelling, M Miller

Other:

President Fay called the meeting to order at 6:03pm

In Compliance of Open Meeting Laws

Approval of March 2022 minutes: Marshall/McDaniel, Carried

Adoption of Agenda: Thurow/McDaniel, Carried

Officer/Committee

Reports

President: Fay

- Note of Jewelers Edge is open. While there is a wait for supplies for a full restoration, normal operation is in affect

Secretary: Killgallon

None

Treasurer: Stelling

None

Appearances: Wickus

None

Business Development: Marshall

None

Finance: Stelling

None

Parking: Fay

- Lower Lot has been sprayed and are positively dead. Further removal should be completed prior to parade.
- Memorial idea is in progress of research of ideas as to what to put in there. We would need to be responsible for upkeep.
- Parking Committee meeting is TBD
- Promotions Committee meeting will be communicated in the near future concerning unspent funds.

Promotions: Wickus

Old Business: None

New Business:

- Approval of Financials
 - Killgallon/McDaniel, Carried

- Vouchers
 - Kate Pettit – Farmers Market Manager - \$500
 - Clifton Larson Allen - \$1,700
 - Landscape Techniques, LLC - \$1,860.00
 - Madison Media Partners - \$2,115.50 - **Was Paid in Full March 26 2022/April 15th 2022 Will be followed up by T. Wickus
 - \$4,060 Total
 - Motion to Approve Sefkar/Marshall, Carried
- Motion to approve bylaw change of meeting time from 5:45pm to 6:00pm
 - Marshall/Thorow, Carried
- Next Agenda Items
 - July 20th 6pm at City Hall Chambers
 -

Motion to Adjourn at 6:24pm by Thorow, McDaniel, carried.

- Copies of these meeting minutes are on file in the Clerk's office:**

Public Arts.....6-23-2022

Library.....6-21-2022, 7-19-2022

CDA.....6-23-2022
Plan Comm.....6-21-2022

Ambulance.....6-22-2022, 6-28-2022

- **Petitions & Correspondence Being Referred:** Citizen Correspondence regarding ATV Route System.

CLOSED SESSION

Moved by Thurow, seconded by Ellington, to go into Closed Session. The Mayor announced that the Council will go into Closed Session Pursuant to §19.85(1)(e), Wis. Stat., to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. (Potential Mixed-Use Development)

Council Members Present: Wedekind, Kolb, Hazard, Kent, Petty, Ellington, Sloan, Kierzek, Thurow
Council Members Absent:
Others Present: Mayor Nelson, Treasurer Laux, Adm. Bradley, J. Ostrander, T. Pinion, P. Cannon

OPEN SESSION

Moved by Hazard, seconded by Ellington, to return to Open Session. The Mayor announced that the Council will return to Open Session as per §19.85(2), Wis. Stats., to address any business that may be the result of discussions conducted in Closed Session.

ADJOURNMENT

Moved by Petty, seconded by Kent, and carried on voice vote, that the meeting adjourn.

Brenda Zeman, City Clerk

NOTICE OF PUBLIC HEARING ON SPECIAL ASSESSMENTS FOR PUBLIC IMPROVEMENTS IN BARABOO, WISCONSIN

PLEASE TAKE NOTICE that the Common Council of the City of Baraboo, Wisconsin has declared its intention to exercise its police power in accordance with §66.0703, Wis. Stats., to levy special assessments upon property within the following described assessment district for benefits conferred upon the property by the installation of new sidewalk and new curb & gutter.

The property to be assessed lies within the following described assessment district:

ASSESSMENT DISTRICTS

New Sidewalk – That property on:

- Mine Road (between Walnut & Silver) – approximately 2,580 sq. ft.
- Silver Drive (between Mine & Parkside) – approximately 1,350 sq. ft.
- Badger Drive (from Hitchcock to the east) – approximately 2,293 sq. ft.
- Russell Street (from Rachel to Lynn) – approximately 5,514 sq. ft.

New Curb & Gutter – That property on:

Oak Street (between 15th and Monroe) – approximately 430 feet.

A report showing final plans and specifications, estimated cost of improvements and proposed assessments is on file in the office of the City Clerk and at the Baraboo Public Library and may be inspected there during normal business hours.

You are further notified that the Common Council of the City of Baraboo will hear all interested persons, or their agents or attorneys, concerning matters contained in the Preliminary Resolution authorizing the assessments and in the above described report at 7:00 p.m. on the 23rd day of August 2022, in the Council Chambers of the City Hall at 101 South Blvd, Baraboo, WI 53913. All objections will be considered at this hearing and thereafter the amount of the assessments will be finally determined.

Brenda Zeman,
City Clerk

Date Published: August 11, 2022

CA – 1

RESOLUTION NO. 2022 -

Dated: August 23, 2022

The City of Baraboo, Wisconsin

<i>Background:</i>
Fiscal Note: (Check one) <input type="checkbox"/> Not Required <input type="checkbox"/> Budgeted Expenditure <input type="checkbox"/> Not Budgeted
<i>Comments</i>

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

THAT the Accounts Payable, in the amount of \$ _____ as recommended for payment by the Finance/Personnel Committee, be allowed and ordered paid.

Offered By: Consent

Approved by Mayor: _____

Motion:

Second:

Certified by City Clerk: _____

NBR - 1

RESOLUTION NO. 2022-

Dated: August 23, 2022

The City of Baraboo, Wisconsin

Background: As part of the 2022 budget, new sidewalk construction is planned where no sidewalk currently exists for the following locations:

- Mine Road (between Walnut & Silver) – approximately 2,580 sq. ft.
- Silver Drive (between Mine & Parkside) – approximately 1,350 sq. ft.
- Badger Drive (from Hitchcock to the east) – approximately 2,293 sq. ft.
- Russell Street (from Rachel to Lynn) – approximately 5,514 sq. ft.

And new curb & gutter is planned where no curb & gutter exists for the following locations:

- Oak Street (between 15th and Monroe) – approximately 430 feet.

The City's policies dictate that the cost of new sidewalk and/or curb & gutter be assessed against abutting properties.

The following resolution is the final step in the statutory process to assess the cost of new sidewalk against the affected properties.

Fiscal Note: (4 one) [] Not Required [x] Budgeted Expenditure [] Not Budgeted
Comments

**FINAL RESOLUTION AUTHORIZING PUBLIC IMPROVEMENT AND
LEVYING SPECIAL ASSESSMENTS AGAINST BENEFITTED PROPERTY
IN
BARABOO, WISCONSIN**

WHEREAS, the governing body of Baraboo, Wisconsin, held a public hearing in the Council Chambers of the City Hall at 101 South Blvd, Baraboo, WI 53913 at 7:00 p.m. on the 23rd day of August 2022 for the purpose of hearing all interested persons concerning the Preliminary Resolution and report of the City Engineer and proposed special assessments against benefitted properties for the proposed public improvements consisting of:

2022 Street Improvements project.

ASSESSMENT DISTRICTS

New Sidewalk – That property on:

- Mine Road (between Walnut & Silver) – approximately 2,580 sq. ft.
- Silver Drive (between Mine & Parkside) – approximately 1,350 sq. ft.
- Badger Drive (from Hitchcock to the east) – approximately 2,293 sq. ft.
- Russell Street (from Rachel to Lynn) – approximately 5,514 sq. ft.

New Curb & Gutter – That property on:

- Oak Street (between 15th and Monroe) – approximately 430 feet.

NOW, THEREFORE, BE IT RESOLVED, the City of Baraboo, Wisconsin, determines as follows:

1. The report of the City Engineer, a copy of which is on file in the office of the City Engineer is incorporated herein by reference as if fully set forth herein, and the plans and specifications and assessments set forth therein are adopted and approved.
2. The City Engineer shall supervise construction of the improvements in accordance with the report hereby adopted.
3. Payment for the improvements shall be made by assessing 100% of the City cost to the property benefited as indicated in the report.
4. Assessments shown on the report represent an exercise of the police power and have been determined on a reasonable basis and are hereby confirmed.
5. Assessments for all projects included in the report are hereby combined as a single assessment but any interested property owner may object to each assessment separately or all assessments jointly for any purpose.
6. The assessments shall be paid to the City Treasurer in full within 30 days from the date of invoice, except that the following payment options are available:
 - Pay in full within 30 days to avoid interest charges.
 - 3-year installment agreement for assessments between \$500 and \$1,000. Pay 1/3 down within 30 days of date of invoice and sign an installment agreement. For sidewalk projects completed in conjunction with street reconstruction, the interest rate will be the prime lending rate at the time of the agreement plus 1½%. For sidewalk projects completed independent of street reconstruction, the interest rate will be the prime lending rate at the time of the agreement. Interest is charged starting 30 days after the invoice date and future installments will be entered on the tax roll for collection.
 - 5-year installment agreement for assessments between \$1,000 and \$5,000. Pay 1/5th down within 30 days of date of invoice and sign an installment agreement. For sidewalk projects completed in conjunction with street reconstruction, the interest rate will be the prime lending rate at the time of the agreement plus 1½%. For sidewalk projects completed independent of street reconstruction, the interest rate will be the prime lending rate at the time of the agreement. Interest is charged starting 30 days after the invoice date and future installments will be entered on the tax roll for collection.
 - 7-year installment agreement for assessments between \$5,000 and \$9,999. Pay 1/7th down within 30 days of date of invoice and sign an installment agreement. For sidewalk projects completed in conjunction with street reconstruction, the interest rate will be the prime lending rate at the time of the agreement plus 1½%. For sidewalk projects completed independent of street reconstruction, the interest rate will be the prime lending rate at the time of the agreement. Interest is charged starting 30 days after the invoice date and future installments will be entered on the tax roll for collection.

- 10-year installment agreement for assessments over \$10,000. Pay 1/10th down within 30 days of date of invoice and sign an installment agreement. For sidewalk projects completed in conjunction with street reconstruction, the interest rate will be the prime lending rate at the time of the agreement plus 1½%. For sidewalk projects completed independent of street reconstruction, the interest rate will be the prime lending rate at the time of the agreement. Interest is charged starting 30 days after the invoice date and future installments will be entered on the tax roll for collection.
- Financial Hardship. A property owner who has a household income which is 80% or less of the medium income in Sauk County based upon the current published figures, or who is not eligible for a Community Development Block Grant loan as stated above, shall be eligible to repay the City for the assessment at the rate of \$100 per year or 5% of the total assessment, whichever is greater, plus annual interest of 1% until paid. The Community Development Authority staff shall verify low-income eligibility and shall make a recommendation as to such eligibility to the City Council. If there is an outstanding balance at the time of sale or transfer of the property, except between spouses, the remaining balance shall become due. A property owner requesting financial hardship eligibility shall submit a copy of their most recently filed State of Wisconsin tax return if filed, or otherwise show proof of annual household income.

For each year ending in either 5 or 0, the property owner shall re-submit proof of financial hardship to the City. If the property owner continues to qualify under the policy guidelines, the hardship status will remain. If the property owner does not qualify, the remaining balance of the assessment shall be paid pursuant to an Installment Agreement, the term of which will be determined based on said remaining balance as outlined above.

- COVID-19 Deferral. A property owner who can demonstrate to the reasonable satisfaction of the City that their financial condition has been negatively affected by COVID-19 will still be eligible for the appropriate installment plan above, but the 1st payment will not be due until July 15, 2022.
- Balance on Tax Roll. If the property owner does not pay in full within 30 days from the invoice date or qualify for an installment plan, the entire balance will be placed on the next tax roll for collection with interest added at 1% per month.

In all cases, the deferral of payment shall become immediately due and payable to the City, without notice, if the property owner defaults in the payment of any installment for a period of 30 days following the specified due date thereof, or if the property owner shall transfer, sell or convey any legal or equitable interest in the lot or parcel subject to the special tax herein. If all or any part of any installment payment is not made in accordance with the terms of this resolution, the entire unpaid principal balance, together with the accrued interest thereon, shall at the City's option shall be deemed to be delinquent and said amount shall be extended upon the current or next tax roll as a delinquent special tax against the subject lot or parcel of land and immediately upon being placed on the tax roll as a delinquent special tax, interest shall accrue thereon at the then existing rate for delinquent taxes and all proceedings in relation to the collection, return and sale of property for delinquent real estate taxes shall apply to such special packs.

7. The City The City Clerk shall publish this Resolution as a Class 1 notice under ch. 985, Stats., in the assessment district and mail a copy of this Resolution and a statement of the final assessment against the benefited property together with notice of installment payment privileges to every property owner whose name appears on the assessment roll whose post office address is known or can with reasonable diligence be ascertained.

Dated _____

Signed _____

Rob Nelson, Mayor

Published _____

Attest _____

Brenda Zeman, City Clerk

Offered by: Public Safety Committee Approved: _____

Motion:

Second:

Attest: _____

	23.01%	15.78%	8.98%	1.12%	2.61%	2.62%	14.43%	2.62%	6.63%	0.54%	0.41%	2.59%	4.12%	14.53%	Actual
Bank Rating	****	****	****	****	****	****	****	****	****	****	****	****	****	****	
FDIC / State Insured	1,745,553.85	Unlimited	917,975.39	650,000.00	650,000.00	650,000.00	Unlimited	650,000.00	650,000.00	650,000.00	650,000.00	650,000.00	Unlimited	Unlimited	\$ 15,465,515
Collateral	5,744,799.23		1,338,437.00						1,000,000.00		575,681.00				\$ 5,703,507
Brokerage Securities															\$ 3,600,000
Maximum Investment	<u>7,490,353.08</u>		<u>2,256,412.39</u>						<u>1,650,000.00</u>		<u>1,225,681.00</u>				<u>\$ 24,769,022</u>

Average Rate of Return on Current Deposits:

Benchmarks:

Avg Term

Total Receipts: 1,399,223.36

General Funds:	5.2 M	1.12%
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LGIP	1.55%
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Total Disbursements: 1,742,197.05

Utility Funds:	11.1 M	0.69%
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90-day T-bill: 2.54%

Segregated Funds:	24.3 M	0.81%
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Securities w/Dana	4.53 years	1.26%
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All Funds:	10.3 M	0.98%
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Liquid: 73%

6M CD: 0.63%

Term: 27%

12M CD:	1.39%
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18M CD: 1.76%

Policy Objectives:

Safety:

- \$3,600,000 has been invested in marketable securities with Dana Investments, these are not guaranteed.

Liquidity:

- Liquidity remains high as we transition back to longer term investments as rates are improving

Yield:

- Interest rates have been in flux with the quick, high increases in the federal interest rate

TRANSACTIONS

#	Action	Type	Identification	Bank	Acct #	Note	Term	Maturity Date	Rate	Amount	Interest
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NONE

INVESTMENT ADVISOR TRANSACTIONS

#	Action	Type	Identification	Price	Rating	Note	Term/WAL	Maturity Date	Yield to Worst Yield - Maturity	Amount	Interest
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(1)	BUY	FHLB	3130ASN47	100.0000	Not rated	2 years	7/26/2024	3.32%	150000.00
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Comments:

(2)	BUY	FHLB	3130ASS83	100.0000	Not rated	15 mos	10/27/2023	3.40%	150000.00
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Comments:

Members Present: Sloan, Kent

Absent: Petty

Others Present: Mayor Nelson, Adm. Bradley, Clerk Zeman, J. Ostrander, W. Peterson, L. Laux

Call to Order –Ald. Sloan called the meeting to order at 6:00p.m. noting compliance with the Open Meeting Law. Moved by Kent, seconded by Sloan to approve the minutes of July 12, 2022. Motion carried unanimously. Moved by Kent, seconded by Sloan to approve the agenda. Motion carried unanimously.

Action Items

- a) **Accounts Payable** – Moved by Kent, seconded by Sloan to recommend to Council approval of the accounts payable for **\$871,379.21**. Motion carried unanimously.
- b) **Replacement of Private Lead Services** – W. Peterson explained that earlier this year we received \$160,000 from the DNR for the replacement of private lead services. Because the water department is not able to do all of these replacements themselves, they contracted out to do 16 of the services. Bids were out for 2 weeks and only one bid was received from Mid City Corporation. References have been checked and they have a ton of experience with lead service replacements. The bid was a little higher than expected; however, still within the budget. Because of the higher bid, they will not be able to do as many replacements. Moved by Kent, seconded by Sloan to recommend to Common Council to award the contract to Mid City Corporation in the amount of \$116,000 for replacement of 16 private lead services. Motion carried unanimously.
- c) **Line of Credit** – J. Ostrander noted that some more work has been completed for this project and need a draw of \$821,265.34. So far we have drawn \$2,600,752 that has been spent. Adm. Bradley explained that we still have earth work outstanding and the second lift should be going on tomorrow. Motion by Kent, seconded by Sloan to recommend to Council to authorize the City to draw \$821,265.34 from the Line of Credit with Baraboo State Bank. Motion carried unanimously.

Discussion Items:

The Committee reviewed some proposed changes to the Purchasing Policy. This will be brought back to the next Finance/Personnel Committee meeting to continue the review.

Adjournment – Moved by Kent, seconded by Sloan and carried to adjourn at 6:51pm.
Brenda Zeman, City Clerk

Meeting Minutes

June 2, 2022

I. Call Meeting to Order and Note Compliance with Open Meeting Law

Chair Caflisch called the meeting to order at 5:30 PM at the Baraboo Municipal Building, Council Chambers, 101 South Blvd., Baraboo, WI. The meeting was noticed in conformance with Wisconsin State Statutes regarding open meetings.

II. Roll Call of Membership

Present: Caflisch, Steinhorst, Culotta, Johnson, Kent, Nelson

Absent: Briggs, Koenig, Koehler, Kothbauer, Persche, Vera

Other: Patrick Cannon, Kristen Fish

At 5:35 PM, with the lack of a quorum, the meeting was not held

Nanci Caflisch
Chairperson

Patrick Cannon
Recorder

UW-BARABOO / SAUK COUNTY CAMPUS COMMISSION MINUTES

UW-Baraboo/Sauk County Campus, Executive Dining Room, 1006 Connie Road, Baraboo, WI

Thursday, July 21, 2022

Members present: Hazard (Via Phone), Wedekind, Giese, Kolb, Evert and Lohr

Members Absent: Miller and Bradley

Vice-Chair Giese called the meeting to order at 8:00 a.m. and Compliance with the Open Meeting Law was verified.

MOTION (Wedekind/Kolb) to adopt the amended agenda. Motion carried unanimously.

MOTION (Kolb/Wedekind) to approve the minutes of the regular meeting on June 16, 2022. Motion carried unanimously.

Public comment: None.

Communications: None.

Facilities planning and maintenance report:

Schara gave the committee an update (*report and list of invoices on file*).

Discussion and possible action on resurfacing the tennis courts:

Schara gave the committee an update.

Financial report and approval of vouchers:

MOTION (Lohr/Kolb) to approve vouchers in the amount of \$4,330.00. Motion carried unanimously.

Discussion and possible action on 2023 budget:

Compton gave the committee an overview. Discussion took place among the committee.

MOTION (Wedekind/Kolb) to increase the budget operational expense from \$110,000.00 to \$200,000.00. Motion carried unanimously.

Discussion and possible action of Capital Improvement List:

The County has accepted the list. The City representatives will take the list to the City Counsel for review.

Update from Student Housing Advisory Committee:

Giese gave the committee an update.

Assistant Provost Report:

Compton gave the committee an update.

MOTION (Wedekind/Kolb) to adjourn at 9:14 a.m. until Thursday, August 18, 2022 at 8:00 a.m. Motion carried unanimously.

Respectfully Submitted,

Rebecca C. Evert
Sauk County Clerk

Baraboo BID Meeting Minutes 7/20/2022

Present:

Members: S. Fay, A. Killgallon, T. Sefkar, B. McDaniel, D. Marshall, K. Thurow, T. Wickus

Absent:

Members: B Stelling, M. Miller

Other:

President Fay called the meeting to order at 6:04p

In Compliance of Open Meeting Laws

Approval of June 2022 minutes: Marshall, McDaniel, Carried

Adoption of Agenda: Thurow, Killgallon, Carried

Officer/Committee

President: Fay

Secretary: Killgallon

Treasurer: Stelling

Business Development: Marshall

Finance: Stelling

Parking: Fay

Promotions: Wickus

Reports

- Chamber approached Sara concerning a joint venture digital marketing sign possibility in the future.
- None
- None
- Looking to set up a meeting for Wednesday, August 3rd. Details to be emailed.
- None
- Recent meeting concerning the coffee bean parking area.
 - Still waiting on word on which is BID responsibility
- Promotions Committee Meeting to come in August
- DBI Proposal sent to BID Board for August BID Meeting concerning
- Farmers Market going strong, funds from vendor fees are coming in. Approx. \$2,000 in funds coming in for future potential

Old Business: None

New Business:

- Approval of Financials
 - McDaniel, Killgallon, Carried
- Vouchers
 - WDIH Company – Guide Book & Attractions and More! - \$2500
 - Kate Pettit – Farmers Market Management Payment #2 - \$500
 - Kate Pettit – Farmers Market Management Payment #3 - \$500
 - Nancy Dillman – Jetpack Security Reimbursement - \$99

\$3,599.00 Total

- Motion to Approve McDaniel, Thurow, Carried

- Next Agenda Items
 - Next Meeting August 17th 6:00pm
 -

Motion to Adjourn at 6:31p, McDaniel, Thurow, carried.

Respectfully Submitted
Andy Killgallon